



ARLINGTON FINANCE COMMITTEE

MINUTES OF MEETING

3/14/2022 7:30 PM

Conducted by Remote Participation – Zoom Meeting

ATTENDEES

Gibian	P	Padaria	P	Harmer	P	Tosti	P
Blundell	P	Migliazzo	P	LaCourt	P	Nascimento	P
Ellis	L	Wallach	P	Jones	P	Deshler	A
Healy	P	Foskett	P	Kocur	P	Carman	P
Beck	L	Crawford Pokress	A	Kellar	P	McKenna	P
						Bradley	P

P indicates Present; L indicates late; A indicates Absent

Visitors: Sean Keane (ACMI), Joe Connelly (Recreation Director), Timur Yontar (Capital Planning Committee Chair), Kate Leary (Capital Planning Committee Member), Sandy Pooler (Deputy Town Manager/Finance Director), Natasha Waden (Public Health Director), Christine Bongiorno (Health & Human Services Director)

INTRODUCTION

1. Foskett read the rules for the meeting as formulated by Town Counsel based on the Governor's authorization. An important rule is that all votes, unless unanimous, must be by roll call.
Attendance was taken by roll call.

MINUTES

1. 3/7/2022 Meeting Minutes were approved with three abstentions (Padaria, LaCourt and Carman).

BUDGETS AND ARTICLES

1. Parking Budget (No. 13)
 - a. VOTE: the committee approved the Parking budget totaling \$58,768 unanimously (with exception to Beck and Ellis who joined the meeting after this vote).
2. Rodenticides Warrant Article (No 18)
 - a. LaCourt suggested and Foskett confirmed that this article needs a hearing with the Finance Committee due to anticipated financial impact.
3. Capital Planning Budget (Warrant Article No. 51)
 - a. Timur, Pooler, Wallach, Nascimento and Harmer determined that the safety audit inspections for the playgrounds fit the criteria to be capitalized.

- b. The Recommended Vote page summary was updated to reflect increased costs related to the purchase of a fire engine.
 - c. VOTE: the committee approved the Capital Planning budget as outlined on the updated Recommended Vote summary page with 17 in favor and one abstention (Carman)
 - I. Cash Acquisitions: \$3,426,277
 - II. Debt Service: \$19,144,620
 - III. Other Acquisitions: \$3,806,500
 - IV. Appropriation for Bonded Acquisitions and Authorization of Borrowing: \$2,252,100
4. Health & Human Services Budget (No. 24)
- a. Bongiorno provided an overview of the Health & Human Services department and sub-departments. The committee asked questions and commended Bongiorno and Waden for their hard work during the pandemic.
 - b. A Weights & Measurements position was outsourced.
 - c. At the beginning of 2022, the Council on Aging Transportation Enterprise Fund was \$79,027 and the Arlington Youth Counseling Center Enterprise Fund was \$68,724.
 - d. The offsets for the Council on Aging are larger than what is shown in the budget book with actual offsets equaling \$96,115. The budget book is now showing the full salaries and offsets relating to the Council on Aging Social Worker position and two Receptionist positions. The corrected Council on Aging Taxation Total is \$402,675.
 - e. VOTE: With no objections, the committee approved the following non-enterprise fund budgets as a group, with 17 in favor with one abstention (Padaria):
 - I. Health & Human Services: \$763,849
 - II. Veteran Services: \$327,753
 - III. Council on Aging: \$402,675
 - This amount differs from the budget book due to the offsets detailed above in section 4(d).
 - IV. Diversity, Equity and Inclusion: \$170,978
 - f. VOTE: The committee approved the Council on Aging Transportation Enterprise Fund budget totaling \$194,644 in Expenses and \$194,644 in Revenues with 17 in favor with one abstention (Padaria).
 - g. VOTE: The committee approved the Arlington Youth Counseling Center Enterprise Fund budget totaling \$1,217,740 in Expenses and \$1,217,740 in Revenues with 17 in favor and one abstention (Padaria).
5. Ed Burns Arena Enterprise Fund Budget (Warrant Article No. 50, Section B)
- a. The \$13,382 amount in 4972 Transfer From Other Funds line was confirmed to be the use of funds from the Fund Balance, and not a transfer from the General Fund.
 - b. VOTE: The committee approved the Ed Burns Arena Enterprise Fund budget totaling \$611,968 in Expenses and \$611,968 in Revenues (Use of Retained Earnings) unanimously.
6. Recreation Enterprise Fund Budget (Warrant Article No. 50, Section C)
- a. VOTE: The committee approved the Recreation Enterprise Fund budget totaling \$1,891,727 in Expenses and 1,891,727 in Revenues (Use of Retained Earnings) unanimously.

7. Summary

Budget #	Budget Name	Amount	Status
13	Parking	\$58,768	Approved
51	Capital Planning	Cash Acquisitions: \$3,426,277 Debt Service: \$19,144,620 Other Acquisitions: \$3,806,500 Appropriation for Bonded Acquisitions & Authorization of Borrowing: \$2,252,100	Approved
24	Health & Human Services	\$763,849	Approved
24	Veteran Services	\$327,753	Approved
24	Council on Aging	\$402,675	Approved
24	Diversity, Equity & Inclusion	\$170,978	Approved
24	Council on Aging Transportation Enterprise Fund	\$194,644 – Expenses \$194,644 – Revenues	Approved
24	Arlington Youth Counseling Center Enterprise Fund	\$1,217,740 – Expenses \$1,217,740 – Revenues	Approved
WA 50-B	Ed Burns Arena Enterprise Fund	\$611,968 – Expenses \$611,968 – Revenues	Approved
WA 50-C	Recreation Enterprise Fund	\$1,891,727 – Expenses \$1,891,727 – Revenues	Approved

OLD BUSINESS

1. Zoning Bylaw Amendment/Street Trees (Warrant Article No. 29)
 - a. Migliazzo clarified that permit seekers would be responsible for costs of planting trees outlined in the article. Foskett determined that the committee did not need to hold a hearing on this article.
2. Reclassification and Pay Schedule (Warrant Article No. 48)
 - a. Healy confirmed that no changes had been made to the document as previously anticipated and therefore the committee did not need to revote this budget.

CONCLUSION

The meeting adjourned at 9:48 PM.

The next meeting is Wednesday, March 16, 2022 at 7:30 PM.

Tara Bradley
3/21/2022

Reference 1: Capital Budget Recommended Vote Summary Page - Updated

Reference 2: Health & Human Services Presentation

Reference 3: Health & Human Services Budget Review

Reference 4: Health & Human Services notes_wn

Recommended Vote

We ask you to vote the capital expenditure budget as follows:

- (1) Appropriation for cash acquisitions:
\$3,426,277
- (2) Appropriation for debt service:
\$19,144,620
- (3) Appropriation for “other” acquisitions:
\$3,806,500
- (4) Appropriation for bonded acquisitions, and authorization of borrowing: **\$2,252,100**

FY 2023		
Acquisition Expense by Funding Source		
		% of Total
Cash	\$3,426,277	36%
Bond	\$2,252,100	24%
Other	\$3,806,500	40%
Total Acquisition Expense	\$9,484,877	

- Detail is attached. If we make any subsequent modifications, Fin Comm will have opportunity to review them.

FY 2023 Debt Service Appropriation by Use of Funds	
Water/Sewer Debt Service (voted separately in Water/Sewer Fund budget)	\$ 1,775,587
Prior	\$ -
New	\$ -
Total Water/Sewer Debt Service	\$ 1,775,587
Rink Enterprise Fund Debt Service	
Prior (voted separately in Rink Fund budget)	\$ 56,256
New	\$ 11,150
Total Rink Fund Debt Service	\$ 67,406
Rink Fund Debt Payment	\$ 56,256
General Fund Debt Service	
Non-Exempt, Prior	\$ 6,906,168
Non-Exempt, New	\$ 97,600
Rink Debt subsidized by General Fund	\$ 11,150
Non-Exempt Debt Service Subtotal	\$ 7,014,918
Exempt Debt Service	\$ 12,129,702
Total General Fund Debt Service Appropriation	\$ 19,144,620
<i>LESS: Transfers and other sources: Non-Exempt Debt</i>	
Ambulance Fund	\$ 94,231
Antenna Fund	\$ 198,584
Parking Fund	\$ 25,000
Urban Renewal Fund	\$ 44,144
Capital Carryforwards	\$ 258,099
<i>LESS: Transfers and other sources Subtotal</i>	\$ 620,058
Net General Fund Non-Exempt Debt Service Expense	\$ 6,394,860
Transfers and other sources: Exempt Debt Service	
Net General Fund Exempt Debt Service Expense	\$ 12,129,702
NET General Fund Debt Service Expense Total	\$ 18,524,562
(Total GF Exempt & Non-Exempt Debt Service, less Transfers & other sources)	
Cash Capital	\$ 3,426,277
<i>LESS: Transfers and other sources</i>	
<i>Less: Sale of Assets</i>	\$ 946
NET General Fund Cash Capital Expense	\$ 3,425,331
TOTAL NET Capital Appropriation	\$ 21,949,893



Arlington Health & Human Services



HEALTH DEPARTMENT

Protects health and safety of community through regulations



VETERANS SERVICES

Direct support provided to veterans and their families



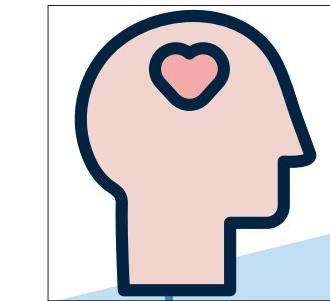
COUNCIL ON AGING

Provides support to Arlington's residents over age 60



DIVERSITY, EQUITY & INCLUSION

Coordinates the work of the Human Rights, Rainbow and Disability Commissions



AYCC-YOUTH COUNSELING CENTER

Licensed mental health counseling center for Arlington youth and families



COA TRANSPORTATION

Low cost accessible rides provided to Arlington seniors to medical appointments, social events and trips in town



HEALTH DEPARTMENT

The Health Department is mandated through federal, state and local laws to protect and promote the health and safety of the community



ENVIRONMENTAL HEALTH

Inspections,
enforcement of
regulations, evaluation
of hazards



EMERGENCY PLANNING

Preparing regionally to
respond to public
health emergencies



SUBSTANCE MISUSE PREVENTION

Coordinating multisector
prevention strategies to
decrease youth access to
and use of substances

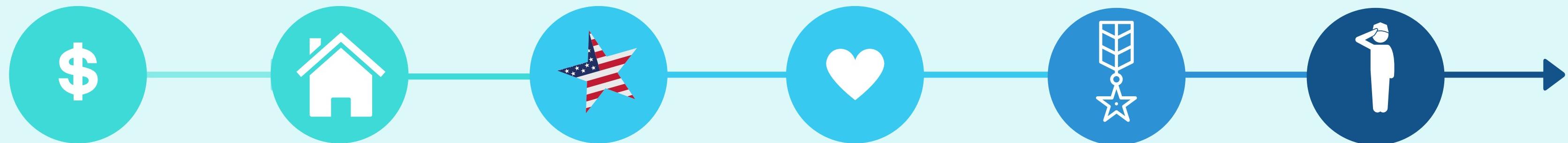


DISEASE PREVENTION & CONTROL

Disease surveillance,
contact tracing,
vaccination

VETERANS' SERVICES

Providing direct support to veterans and their dependents



Veterans receive direct support through MGL Chapter 115 benefits that are 75 % reimbursed by the state

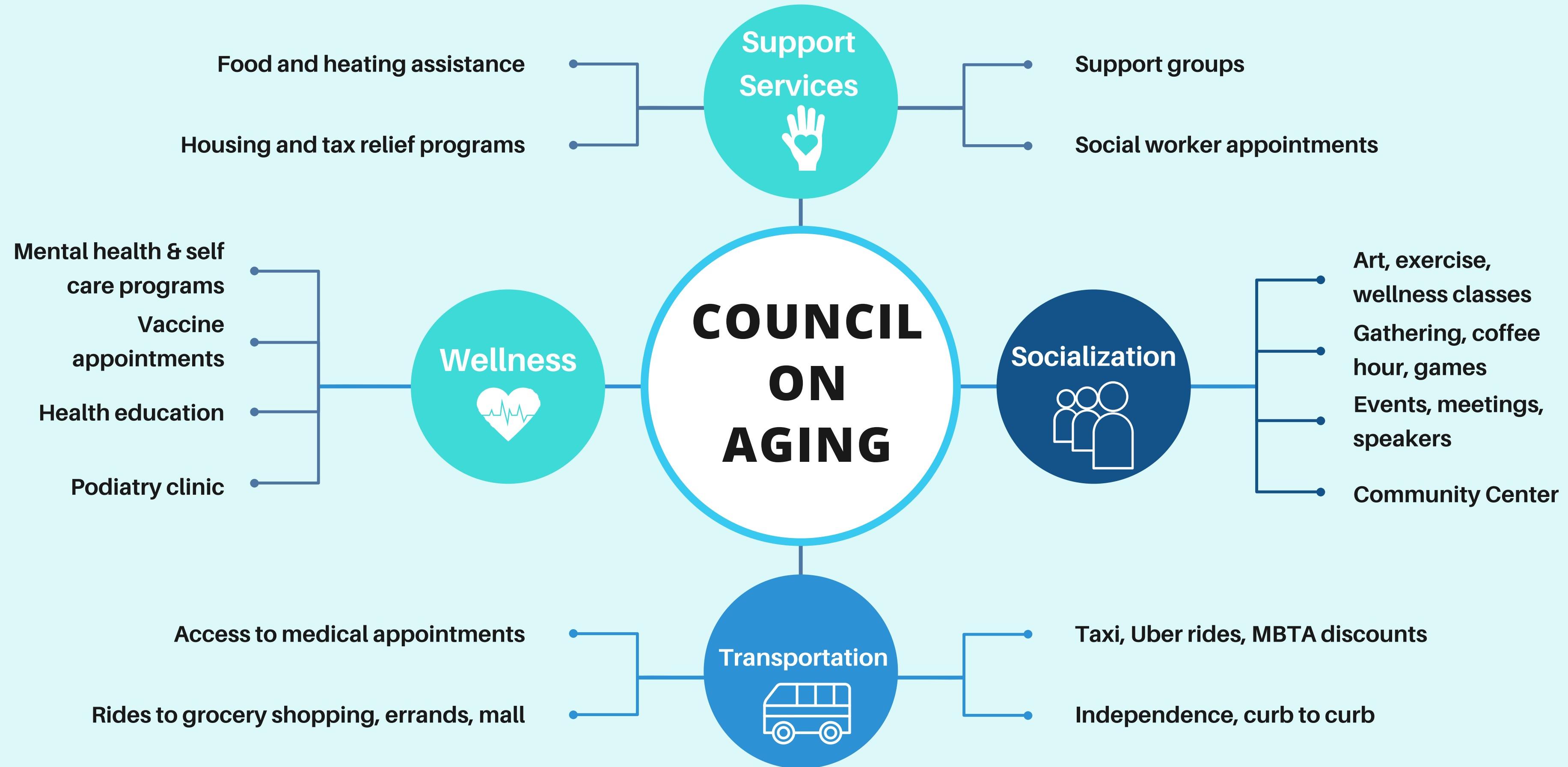
State reimburses 100% of emergency housing support

Director provides support to residents seeking to file VA claims

Outreach conducted in a number of ways- families of veterans, veterans living in subsidized housing

Director organizes services throughout the year to honor veterans

Veterans' memorial is currently under review, plans are being developed



COA funding sources: Town, EOEA (state), foundations, grants, donations, user fees

Diversity, Equity and Inclusion

Director, DEI

Responsible for overall DEI work in town, coordinates work of Human Rights, Disability and Rainbow Commissions, will guide work of ADA Coordinator and Outreach and Engagement Coordinator

ADA Coordinator

New position in FY23-will replace administrative position and will focus on ADA, will seek grants from state, federal and private sources

Outreach and Engagement Coordinator

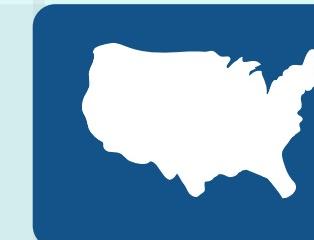
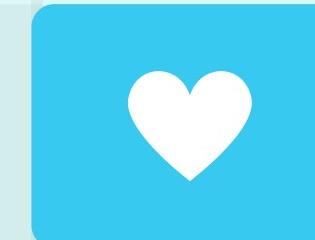
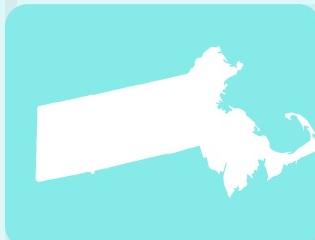
ARPA funded role for 2.5 years-will begin in FY23

Arlington Youth Counseling Center

Licensed mental health counseling center providing direct mental health care to Arlington youth and families. AYCC is set up as an enterprise fund receiving insurance reimbursements for sessions conducted as well as local, state and federal dollars.

FY23 revenue sources listed below:

STATE REVENUE	CONTRACTS	INSURANCE & FEES	TOWN FUNDS	FUND BALANCE	ARPA
\$175,000	\$59,000	\$690,740	\$120,000	\$68,000	\$100,000



HHS FY 2023 Budget review:

Budget questions:

HHS: Offsets, Salaries. What grants? Use of ARPA - what happens when that is done?

VETS: reimbursements? outreach? What do we spend on that?

COA: Salary increase? Offsets. Why the jump?

DEI: Salary jump again. AARP? Offsets?

AYCC: Fund balances, transfer from other funds

HHS - covers wide array of services. Even if it's not something they do, they help them find services. Biggest additions are ARPA funded. Check TM's message. Adding community engagement person. Brought together ADA, manager of commissions. Need has exploded. There is a segment of the community that really needs support.

ARPA positions: Changed the admin position to ADA coordinator. Engagement coordinator.

ARPA funds added to AYCC for the next 3 years.

Public health – also using ARPA funds. 1.2 public health nurse.

Looking for accreditation.

5351 – somerville homeless coalition – misclassified

Ashley Jean – not backfilling position.

One nurse will be shared with Belmont. Bill insurance for vaccinations and other services – may be able to sustain the position with earned income.

Covering public health nurses and compliance officers are ARPA covered

MRC is ending and money will come out of the revolving fund.

COA – retained earnings balance. \$114,000.00 - need to check with Ida

AYCC – fund balance \$56,716.00

Health & Human Services- taxation total 763,849

What positions is ARPA covering? 4 years to spend.

ARPA \$221K

Health Compliance Officer – CARES ACT- ends when? 2 positions

5100 Salaries up 90K, 12.37%

Vacant Public Health Nurse, and new \$73k & \$20K steps/longevity

5208 Rental of buildings – no change \$60K-

5382 Contracted Services – 42K increase of 14.8% 5,480

5385 Rodent Control – 40K, FY21 2K

Offsets up 124.6% 152k, to \$275K, \$217 is ARPA

Veterans-327,753

No changes

Council on Aging—447,210

Salaries up 49K 13%

Diversity Equity and inclusion-170,978

Salaries up 84K 82%

Consulting is REAL Training

Offset 54K is ARPA